

## MISSION STATEMENT

*The mission of the Housing and Community Development Division is to provide Community Development Block Grant (CDBG) and HOME Program funding to municipalities and other subrecipients not eligible for direct United States Department of Housing and Urban Development (HUD) funding so they can develop viable communities and to primarily benefit low and moderate income people.*

## COMMUNITY DEVELOPMENT ADVISORY COMMITTEE REGULAR MEETING APRIL 11, 2018

### DRAFT MINUTES

#### MEMBER OR ALTERNATE

#### REPRESENTING

#### \*\*\*\*\*PRESENT\*\*\*\*\*

Jeanine Guy	Buckeye	
Lana Mook	El Mirage	Attended by phone
Wally Campbell	Goodyear	
John Carnero	Tolleson	
Rui Pereira	Wickenburg	
Margaret Chittenden	Youngtown	
Marshall Hunt	District 2	Attended by phone
Ira McCullough	District 4	
Martin Quezada	District 5	Attended by phone

#### \*\*\*\*\*ABSENT\*\*\*\*\*

Chris Riggs	Gila Bend
Ricardo Vital	Guadalupe
Jacki Taylor	District 1
Bill McAllister	District 2
Sam Crump	District 3
Tony Gutowski	District 3
Ed Kientz	District 4
John Gomez	District 5

#### \*\*\*PUBLIC PRESENT\*\*\*

Jeanne Blackman  
Alex Lestinsky  
Jessica Perry  
Andrea Marquez  
Troy Tobiasion

#### \*\*STAFF PRESENT\*\*

Rachel Milne  
Carl Morgan

**PUBLIC HEARING**

Assistant Director Rachel Milne introduced the public hearing on the County's Annual Plan. The Plan includes the County's 2018-19 Community Development Block Grant, HOME Investment Partnership, and Emergency Solutions Grant programs. Anticipated funding for FY 2018 for Maricopa County is approximately:

CDBG - \$2,700,000

HOME - \$3,300,000

ESG - \$240,000

Chairperson Rui Pereira opened the public hearing at approximately 6:35 PM. There were no comments from the public or from CDAC members. Chairperson Pereira closed the hearing.

**1. CALL TO ORDER**

Chairperson Rui Pereira called the meeting to order at approximately 6:40 PM.

**2. ROLL CALL AND ESTABLISHMENT OF QUORUM**

Carl Morgan took roll call. 9 members were present including 3 members attending by phone. A quorum was established.

**3. MINUTES- JANUARY 31, 2017 AND FEBRUARY 7, 2018**

Jeanine Guy moved and Wally Campbell seconded a motion to approve the January 31, 2018 CDAC meeting minutes. The motion was approved unanimously by voice vote.

Jeanine Guy moved and Wally Campbell seconded a motion to approve the February 7, 2018 CDAC meeting minutes. Following discussion by CDAC, the minutes for agenda item 3, Funding Recommendations were amended to include 'Ed Kientz and Margaret Chittenden voted no.' on the motion to approve the funding recommendations. The amended minutes were approved unanimously by voice vote.

**4. WICKENBURG HOME REPLACEMENT PROJECT- WELCOME HOME EVENT RECAP**

A video on a recently completed home replacement project in Wickenburg was shown. The County's CDBG funded housing rehabilitation program completed the home replacement this month. Funding could only pay for the home itself, not for furniture or window coverings. Chairman Rui Pereira helped to locate a local company that provided new window coverings for the homeowners at no cost.

**5. CITY OF GOODYEAR- DG1603, HISTORIC GOODYEAR WATERLINE: REQUEST TO RECOMMEND APPROVAL OF A REVISED IMPLEMENTATION SCHEDULE AND SIX MONTH EXTENSION OF THE FUNDING AGREEMENT**

Alex Lestinsky presented Goodyear's request to revise the implementation schedule and extend the funding agreement by 6 months. The project requested \$380,000 and was awarded \$138,000. It needed to be redesigned due to the reduced funding. The City also had significant staff turnover, which further delayed the project. This is the City's only CDBG funded project. The City is requesting to revise the implementation schedule, and extend the funding agreement by 6 months, to December 31, 2018.

John Carnero made a motion to recommend approval of the revised implementation schedule and extend the contract termination date to December 31, 2018. Following a second by Wally Campbell, the motion was approved unanimously by voice vote.

**6. TOWN OF YOUNGTOWN- DG1609, YOUNGTOWN STREET LIGHTING: REQUEST TO RECOMMEND APPROVAL OF A REVISED IMPLEMENTATION SCHEDULE AND SIX MONTH EXTENSION OF THE FUNDING AGREEMENT**

Jeanne Blackman presented Youngtown's request to approve a revised implementation schedule and 6 month extension to the funding agreement. This project has experienced significant design challenges. APS, the Town Attorney, and the County recently completed a 7 month long process to finalize the APS part of the project. The Town is ready to bid out the trenching and electrical conduit for the new lights. The Town is requesting to revise the implementation schedule, and extend the funding agreement to December 31, 2018.

Wally Campbell moved, and John Carnero seconded a motion to recommend approval of the revised implementation schedule and extend the contract termination date to December 31, 2018. The motion was approved unanimously by voice vote.

**7. CITY OF BUCKEYE- DG1501, ROOSEVELT SEWERLINE: REQUEST TO RECOMMEND APPROVAL OF A REVISED IMPLEMENTATION SCHEDULE AND EXTENSION OF THE FUNDING AGREEMENT**

Andrea Marquez presented Buckeye's request to revise the implementation schedule and extend the funding agreement. The funding agreement's current termination date is July. The City is requesting to extend it to September, 2018. The project is substantially complete. The final walk through was scheduled for March 21, 2018. The contractor didn't show up. A lawsuit has been filed against the contractor due to an issue unrelated to the project and the bonding company has taken over the company. The project is complete except for final documents- as-builts, video of the new line, etc. The City is requesting to revise the implementation schedule, and extend the funding agreement to September, 2018. Margaret Chittenden made a motion to recommend approval of the revised implementation schedule and extend the contract termination date to September 3, 2018, with a second by Jeanine Guy. The motion was approved unanimously by voice vote.

**8. 2019-2020 URBAN COUNTY FUNDING PRIORITIES**

Carl Morgan briefly summarized the basic requirements for the Community Development Block Grant Program. All activities that are funded with CDBG funds must:

- Meet a national objective- either
  - o Benefit low and moderate income persons, or
  - o Address issues of slum and blight
- Be an activity that is eligible for CDBG funding.

Staff distributed a prioritization voting sheet that lists the categories of eligible activities that CDAC has expressed an interest in funding in recent years- public facilities that provide human services, owner occupied housing rehabilitation, etc. If the CDAC chooses to use the voting sheet, they are encouraged to revise it as needed.

Discussion of the funding priorities and voting sheet included:

- The priorities that have been used until now were broad categories. The ones that are proposed are more detailed. This could limit our ability to potentially fund a good project that isn't a priority.
- The priorities or needs in each community are different. The CDAC's priorities should be a combination of the needs for the different cities.
- All the activities listed on the voting sheet are eligible for CDBG funding. The next step after ranking the activities would be to assign points to them. The top 3 ranked activities could get 10 points, the next 3 could get 8 points, etc. This would be up to the CDAC to decide.
- Want to take some time and think about, and discuss these priorities.

- Include all the CDAC members in the voting and discussion.

CDAC members are requested to rank the list of activities using the voting sheet and return them to the County before the May meeting.

**9. 2019-2020 URBAN COUNTY SCORING SHEET**

This item has been tabled until the next meeting, after discussion of the funding priorities.

**10. STAFF ANNOUNCEMENTS**

Letters are being sent out tomorrow to the Urban County Cities and Towns requesting CDAC appointments. Recommendations need to be made by city Council. The County needs the recommendations by May 22, 2018. The term of office for cities beginning with A-G, and Districts 1 and 2 ends in an even year- June 30, 2020. Cities beginning with H-Z and Districts 3, 4, and 5 have a term that ends in an odd year- June 30, 2019. For this year CDAC member terms start July 1, 2018.

The next CDAC meeting will be on Wednesday, May 9, 2018.

**11. CALL TO THE PUBLIC**

There were no comments from the public.

**12. ADJOURNMENT**

Having no further business before the Committee, the meeting was adjourned at approximately 7:35 PM.